

**CHICOPEE HOUSING AUTHORITY**  
Agenda for the  
**REGULAR MEETING OF THE AUTHORITY**  
To be held at  
7 Valley View Court

**June 10, 2009**

**1. Roll Call, Members of the Authority:**

Call to order at:                      By:

Present:

Chester Szetela  
Brian Hickey  
Charles Swider  
Bruce Socha  
Tameika Raye'la Martinez

Also in attendance were the following: Secretary Monica Pacello Blazic, Assistant Executive Director, Patricia Murry, Finance Director Denis Vermette, Maintenance Operations Manager David Dymek, Modernization Coordinator, Robert Kachinski, and Carmen Estrada, Recording Secretary.

**2. Reading of the Minutes of the Meeting**

**3. Treasurer Report**

**4. Reading of the Correspondence.**

**5. Payment of the Bills**

A tabulation of those bills to be paid is contained in the Member's folders.

**6. Committee Reports**

**7. Tenant Organization Input**

**8. OLD BUSINESS:**

**9. NEW BUSINESS:**

**A.** The Chicopee Housing Authority received seven (7) proposals for asbestos abatement in the tunnels at Leo P. Senecal Apartments. After a review of the bids by staff, the contractor who meets the terms of the bid and was selected is AccuTech Insulation & Contracting Inc.

**Resolution required for approval**

**B.** The Chicopee Housing Authority received four (4) proposals for the tunnel drainage project at Leo P. Senecal Apartments. After a review of the bids by staff, the contractor who meets the terms of the bid and was selected is Gardner Construction & Industrial Services.

**Resolution required for approval**

**C.** The Chicopee Housing Authority received three (3) proposals for air quality testing in the tunnels at Leo P. Senecal Apartments. After a review of the bids by staff, the contractor who meets the terms of the bid and was selected is ATC Associates, Inc

**Resolution required for approval**

**D.** The Chicopee Housing Authority received three (3) proposals to replace the locksets at the elderly buildings and the basements at Cabot Manor Apartments (AMP 8-1). After a review of the bids by staff, the contractor who meets the terms of the bid and was selected is Northeastern Commercial Services, LLC.

**Resolution required for approval**

**E.** The Housing Authority is in receipt of a request for payment from the firm of J.D.L. of Franklin County, Inc in the amount of \$33,846.00 for the removal and replacement of exterior doors at Cabot Manor Apartments (AMP 8-1). This invoice is in accordance with the terms of the contract requirements.

**Motion to pay**

**F.** The Housing Authority is in receipt of an invoice for payment from the firm of Alpha Contracting Assocs. in the amount of \$26,700.00 for interior door replacement work at Cabot Manor Apartments (AMP 8-1). This invoice is in accordance with the terms of the contract requirements.

**Motion to Pay**

**G.** The staff has submitted a Certificate of Final Completion for the firm of Alpha Contracting Assocs. for interior door replacement work at Cabot Manor Apartments (AMP 8-1).

**Resolution required for approval**

**H.** The Housing Authority is in receipt of an invoice for payment from Valley Opportunity Council for the After School Program at Cabot Manor Apartments (AMP-8-1) for allowable expenses for May, 2009. This invoice is in accordance with the terms of the contract requirements. (A bill was not submitted at the time this agenda was prepared.)

**Motion to pay**

**I.** The Housing Authority is in receipt of a Change Order request from Village Forge Inc., the contractor repairing the fourteen balconies at Fair Haven Apartments. The change order request will increase the contract sum by \$1017.90 and is necessary in order to provide a more suitable material for the balcony repair work. This change order request does comply with the terms of the contract requirements.

**Resolution required for approval**

**J.** The Housing Authority is in receipt of an invoice for payment from Valley Forge, Inc. in the amount of \$31,720.50 for the repair of fourteen balconies at Fair Haven Apartments. This invoice is in accordance with the terms of the contract requirements.

**Motion to pay**

**K.** The Housing Authority is in receipt of an invoice for payment from the firm of Gardner Construction & Industrial Services, Inc. for termite damage repair work at front and rear doorways at Cabot Manor Apartments (AMP8-1) in the amount of \$3,055.20. This invoice is in accordance with the terms of the contract requirements.

**Motion to pay**

**L.** The staff has submitted the Actual Comprehensive Grant Cost Certificate for the 2006 Comprehensive Grant Program (CGP) which certifies that all modernization work in connection with the CGP has been completed and the entire actual modernization cost/liabilities incurred by the CHA have been fully paid.

**Resolution required for approval**

**M.** The City of Chicopee and the Chicopee Housing Authority have finalized the Pilot Tax Agreement for State Housing Projects 200 and 705. This agreement establishes the annual payment the CHA pays to the City for city services in lieu of taxes.

**Resolution required for approval**

**N.** Staff has prepared the list of vacated accounts from the State aided developments which are to be written off in accordance with DHCD regulations.

**Resolution required for approval**

**O.** Staff has prepared the list of vacated accounts from the Federal aided developments which are to be written off in accordance with HUD regulations.

**Resolution required for approval**

**P.** The staff has prepared the Federal budget for FY2010 for approval by the Board of Commissioners for submission to the U.S. Department of Housing & Urban Development.

**Resolution required for approval**

**Q.** Riccardo Tota has tendered his retirement paperwork effective June 1, 2009. Mr. Tota has been employed at the Housing Authority for 21 years as a Maintenance Aide.

**Resolution to accept the resignation**

**R.** The staff has prepared a contract for AccuTech Insulation & Contracting, Inc. in the amount of \$45,210.00 for asbestos abatement in the tunnels at Leo P. Senecal

Apartments.( Note: On 6-10-09 the bid was protested by one of the other bidders for the project. The Attorney General was contacted - does not agree with protest claim. The CHA will continue with AccuTech until a final decision has been issued.)

**Resolution required for approval**

**S.** The staff has prepared a contract for Gardner Construction &Industrial Services Inc. in the amount of \$85,840.00 for tunnel drainage and associated work at Leo P. Senecal Apartments.

**Resolution required for approval**

**T.** The staff has prepared a contract for ATC Associates, Inc. in the amount of \$4,530.00 for air quality testing in the tunnels at Leo P. Senecal Apartments.

**Resolution required for approval**

**U.** The staff has prepared a contract for Northeastern Commercial Services, LLC in the amount of \$5,200.00 for the removal and installation of locksets for the elderly buildings and basements at Cabot Manor Apartments (AMP8-1).

**Resolution required for approval**

**V.** The Housing Authority seeks approval from the Board to sell the 2000 Ford F-250 Maintenance Truck to the City of Chicopee Department of Public Work for the amount of \$1,250.00.

**Resolution required for approval**

**W.** The Board of Commissioners and the Executive Director will discuss the contract content for the Executive Director's new contract. Contract approval will occur once agreement is reached.

**Resolution required for approval**

**Next Meeting of the Chicopee Housing Authority will be held on July 8, 2009.**